



Saint Vincent Elementary

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AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca



**NOTICE of ANNUAL GENERAL ASSEMBLY (ONLINE MEETING)
Saint-Vincent Elementary School**

DATE: September 9th, 2020
TIME: 6:30pm
LOCATION: Via Zoom

Dear Parents/Guardians,

In conformity with section 47 of the Education Act, you are cordially invited to attend our school's Annual General Assembly. This year, our Annual General Assembly (AGA) will be held via Zoom. We ask that you **confirm your presence at the latest September 8th at noon** by completing the following [online attendance form](https://bit.ly/329LqfA) (or copy this url in your web browser: <https://bit.ly/329LqfA>).

Once completed, you will receive an email acknowledging receipt of the completed form.

The link to **join the Zoom meeting will only be e-mailed to parents who have confirmed their presence** through the online attendance form. Each parent must complete the attendance form and indicate an individual email. Only one form must be completed per parent.

The **zoom link will be sent on the day of the AGA meeting and is reserved solely for parents attending our school**. Therefore, by completing the attendance form, you accept and agree not to forward the zoom link to a third party. All parents who confirmed their presence via the online attendance form will also receive, the day before the meeting, an email containing a username and password. The email will be sent from eVooXSysteme@innovision.qc.ca and will be titled "**Online Voting AGA - Information**" (please verify your spam inbox). This information will be used for online voting purposes. Please do not reply to this email.

In order to be able to proceed on time, we kindly ask all attendees:

- to log into the meeting 20 minutes ahead of time. (You will be placed in the Zoom waiting room until the meeting starts)
- make sure your Zoom profile indicates your correct name.

We are pleased to share with you the agenda for our meeting which you will find below. Our governing board's 2019-2020 report is also attached herewith. Please note that this meeting will be reserved to the items on the agenda related to our Annual General Assembly. We look forward to seeing all of you at our online Annual General Assembly!

Mario Barba,
SVES Governing Board Chairperson

Johanne Ethier
Principal

SVES General Assembly of Parents 2020 - Agenda

1. Opening of the Meeting
2. Naming of Secretary
3. Approval of the Agenda
4. Adoption of the Online Election Procedure
5. Governing Board
 - 5.1 Roles and Functions of the Governing Board
 - 5.2 Presentation of the Annual Report 2019-2020
 - 5.3 Introduction of the Current Members on Governing Board
 - 5.4 Precisions Regarding Available Seats
 - 5.4.1 Nominations Received Ahead of Time
 - 5.4.2 Additional Nominations, if any
 - 5.4.3 Closing of Nominations
 - 5.4.4 Candidates Present Themselves
 - 6.5 Election of Parent Representatives on the Governing Board
 - 6.6 Election of Substitute Parent Representatives on the Governing Board
6. Parents' Committee
 - 7.1 Roles and Functions of the Parents' Committee
 - 7.2 Election of the Parent Delegate
 - 7.3 Election of the Alternate Parent Delegate
7. Formation of a Parent Participation Organization (PPO), if applicable
 - 8.1 Roles and Functions of the Parent Participation Organization (PPO)
 - 8.2 Decision Regarding the Formation of a PPO
8. Varia
9. Closing of the Meeting

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